

MEETING NOTES
HARBOUR HEIGHTS STREET & DRAINAGE ADVISORY COMMITTEE
July 30, 2013 – Regular Meeting
10:00 a.m. - Public Works Admin Conference Room

Attendees: John Ginter, William Moyer, Maggie Scott, James Snyder and Steve Vieira

Absent: Gail Phillips (excused)

County: Dawn Harrison and Sandy Wright

Guests: Sign-in sheet attached

Mr. Vieira called the meeting to order at 10:02 a.m. A roll call of members was taken with a quorum present.

The minutes from the April 30, 2013 meeting were unanimously approved as written.

Changes to the order of the agenda and the addition of the Landscape Contract were made.

Mr. Vieira expressed many thanks to Public Works for a job well done on the medians in time for the 4th of July celebration.

Business:

- Landscape Contract – The landscape contract is being divided into three separate contracts for Mid County, South County and West County as opposed to the current one contract for the whole county. This new contract is called Specialty Mowing and can be viewed on the Purchasing Department's web page. The new contract includes items such as tree trimming, mulching, and plant bed maintenance. The current contractor has not been able to keep up with the amount of work. Splitting the contract into three parts should eliminate some of the issues currently being experienced. The Committee asked if they would have to wait another year if this new way doesn't work out because the medians have never been maintained in an acceptable manner and they want to be able to make changes if necessary. Ms. Harrison will follow up to see if a change order will be allowed if the Committee finds it necessary.
- Photos of standing water at Mancini and San Marino were provided with a request that a work order be opened and an investigator sent out to assess the area. Mr. Vieira will email Ms. Harrison with an additional standing water location on Cardiff.
- Paving, Sidewalks & Lighting – There was discussion regarding a future paving program, sidewalks, curbing, and lighting. There is a major renovation of the park and there are no sidewalks leading to it. The Committee would like for the Engineering department to create an estimate to pave the whole 27 miles of roads within the Unit; sidewalks on Voyager, Broadpoint, Sunnybrook and San Marino; curbing and both standard and decorative street lights. They would also like to address drainage improvements on Highlands at the S curve and possible road relocation on the S curve. Ms. Vernon agreed to supply the Committee a complete estimate at the next meeting. Ms. Vernon stated the Committee will be able to pick and choose which items to address at different times.
- There was extensive conversation regarding the sales tax. The Committee is unhappy that their Unit did not receive any funding for sidewalks. The sales tax will go up for a vote again in 2014. The School Board determines where sidewalks are installed and bases their decision on the amount of children. Ms. Scott will bring the subject up at the next School Board Meeting. The Committee has the authority to recommend the approval of spending MSBU dollars on sidewalks.

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- Commissioner Doherty arrived at the meeting and was brought up to date on the previous topics of discussion.
- Mr. Vieira stated that the previous estimate of costs relating to a paving program were too high. The Committee then concentrated on repairs to the existing infrastructure. The roads have surpassed the normal life expectancy and are now over 25 years old. A paving plan needs to be looked at now to plan for the next budget cycle that begins in FY2015/2016. Starting this discussion now allows plenty of time to plan ahead.
- Bridge Replacement – The project will start on September 11, 2013. There was discussion regarding lack of street lights at the bridge. It is located on a Road & Bridge road and the Committee feels there should be lights installed.
- Financial and Activity Reports – The reports were distributed for review and questions.
- Citizen Input – The topic of the sidewalks was already discussed earlier during the meeting.
- Committee Member Input:
 1. Ms. Scott expressed concern over the sidewalks and the lack of funding received for Harbour Heights MSBU. School starts on August 6; she will attend the School Board meeting and will find out the number of children within the Unit.
 2. Commissioner Doherty encouraged everyone to express their concerns to the Commissioners. The Commissioners are starting to look at future projects that relate to the sales tax. They will work with staff to make sure the sidewalks are a priority especially in areas where children are walking to school. He stated that if the tax is not approved on the ballot in 2014, a tax increase may be possible. He assured the Committee that he has been reviewing overhead costs for all of the MSBU's. He thanked the members for donating their time and support for their community.

The next meeting is scheduled for Tuesday October 1, 2013 at 10:00 a.m.

The meeting was adjourned at 11:19 a.m.

Submitted by:



Sandy Wright
Public Works Department

HARBOUR HEIGHTS STREET & DRAINAGE ADVISORY COMMITTEE ATTENDANCE ROSTER

MEETING TIME: 10:00 A.M. – Public Works Public Works Conference Room

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